



## Report to the Plan Commission

July 25, 2011

**Legistar I.D. #22850**  
**3502 Monroe Street**  
**Demolition and Rezoning**

Report Prepared By:  
Heather Stouder, AICP  
Planning Division Staff

**Requested Action:** Approval of the demolition of a vacant service station, and a rezoning of property from C1 (General Commercial) District to PUD-SIP (Planned Unit Development-Specific Implementation Plan) to construct a four-story building with 18 residential units and ground floor commercial space.

**Applicable Regulations & Standards:** Section 28.12(12) provides the requirements for demolition requests. Section 28.12 (9) provides the process for zoning map amendments. Section 28.07 (6) of the Zoning Ordinance provides the requirements and framework for Planned Unit Development Districts.

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the standards for demolition, zoning map amendments, and planned unit developments can be met and forward the request to the August 2 meeting of the Common Council with a recommendation for **approval** to demolish the existing building and rezone 3502 Monroe Street from C1 to PUD-SIP, subject to input at the public hearing and conditions from reviewing agencies and the Urban Design Commission.

### Background Information

**Applicant:** Fred Rouse; Parman Place, LLC; 2428 Perry St.; Madison

**Project Contact:** Randy Bruce; Knothe & Bruce Architects, LLC; 7601 University Ave., Ste 201; Middleton

**Property Owner:** Keith Parman; 3502 Monroe St.; Madison

**Proposal:** Demolish existing service station building and construct new 4-story mixed-use building with 3,300 square feet of ground floor commercial space and 18 residential units.

**Parcel Location:** 3502 Monroe Street is located on the northwest corner of Monroe Street, and Glenway Street, with Wyota Avenue running along the northern edge of the property; Aldermanic District 10 (Solomon); Madison Metropolitan School District.

**Existing Conditions:** The 0.25 acre site has a historic service station building in the center of the property, surrounded by asphalt. The building is in relatively good condition, and is good example of 1930's and 1940's historical service station design.

#### Surrounding Land Use and Zoning:

**North:** Across Wyota Avenue to the north, single family homes in the R2 (Single-Family Residence) District.

**South:** Across Monroe Street to the south, UW Arboretum in the Agriculture District.

**East:** Across Glenway Street to the east, an insurance office in the C1 (Limited Commercial) District.

**West:** Mallatt's Pharmacy in the C1 (Limited Commercial) District.

**Adopted Land Use Plans:** The Comprehensive Plan (2006) recommends Neighborhood Mixed-Use for this stretch of Monroe Street, from Lewis Court to Western Avenue. The Monroe Street Commercial District Plan (2007) recommends 2-4 story buildings built close to the street with pedestrian-friendly commercial uses on the ground level and upper story residential uses. The plan notes that storefronts and main entrances should be oriented toward Monroe Street, and that access to parking and service areas should be from Wyota Avenue to the rear.

**Environmental Corridor Status:** This property is not located within a mapped environmental corridor.

**Public Utilities and Services:** The area is served by a range of urban services and Metro Transit Routes 3, 19, and 58.

**Zoning Summary:**

<b>Bulk Requirements</b>	<b>Required*</b>	<b>Proposed</b>
Lot Area	22,000 sq. ft. based on dwelling units	12,098 sq. ft.
Lot width	50'	111'±
Usable Open Space	2,880 sq. ft.	As shown on plans
Front yard	0'	As shown on plans
Side yards	11'	As shown on plans
Rear yard	30'	As shown on plans
Floor area ratio	N/A	1.6
Building height	3 stories / 40'	4 stories / 46'

<b>Site Design</b>	<b>Required</b>	<b>Proposed</b>
Number parking stalls	22 residential use <u>10 commercial use (TBD)</u> 32 total	18 garage <u>9 surface</u> 27 total
Accessible stalls	1 surface <u>1 garage</u> 2 total	2 (Please see Condition No. 9, Page 11)
Loading	1	1
Number Bike Parking stalls	20	19 (Please see Condition No. 10, Page 11)
Landscaping	Yes	Yes (Please see Condition No. 11, Page 11)
Lighting	Yes	None shown (Please see Condition No. ?, Page 11)

<b>Other Critical Zoning Items</b>	
Urban Design	Yes
Historic District	No
Landmark Building	No
Adjacent to Landmark	No
Floodplain	No
Utility Easements	None shown
Adjacent to park	No
Barrier Free (ILHR 69)	Yes

*\*This project is being rezoned to the (PUD) district, where there are no predetermined bulks or site design requirements. Staff has reviewed the project based on the criteria for the C1 district, because of the surrounding land uses.*

*Compiled by Matt Tucker, Assistant Zoning Administrator*

## **Project Description**

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### **Existing Conditions**

The 0.25-acre property currently has a 1,400 square foot building that has been used as a service station for several decades. The building was constructed in 1940 using constructed block with a stucco finish, and is a good local example of historical service stations.

### **Description of Proposal**

The applicant proposes to demolish the existing building on the site for construction of a new mixed-use four-story building with 3,400 square feet of commercial space and 18 one and two-bedroom dwelling units. The zoning text includes a wide variety of restaurant, office, and retail uses typically permitted in the C1 (Limited Commercial) district, which is the current zoning of the property. The building could accommodate one to four commercial tenants, but specific uses are unknown at this time. Upper levels include fourteen 1-bedroom units approximately 700 square feet in size, two 480 square foot efficiencies, and two 990 square foot 2-bedroom units on the southeast corner of the building.

***Building Bulk and Placement-***The proposed 19,624 square foot building nearly covers the site, with a 104 foot span along Monroe Street and a depth ranging from 67 to 111 feet on the irregularly shaped lot. While officially a four-story building, the building has three full stories, with a 400 square foot fourth story element housing the elevator and stairway to provide access to the rooftop terrace at the southeast corner of the building. The fourth story element is stepped back over 40 feet from the Monroe Street facade and nearly 20 feet from the Glenway Street facade, and will rarely be noticed from street level. Second and third floors are slightly stepped in from the first level at the rear of the building by 6 to 10 feet, but are not stepped back along Monroe Street. The height of the third floor roof is 40 feet, and the highest point of the small fourth floor component is 51.5 feet.

The building is placed within one to two feet of Monroe Street, Glenway Street, and Wyota Avenue. It is placed just over five feet away from the western property line shared with Mallatt's pharmacy, and the nearest points of the first level of the building are approximately 30 feet from the property line shared with the single-family home to the northwest (801 Lewis Court).

***Parking and Access-*** All vehicle access to the building is provided via a rear access driveway from Wyota Court to the north. From this entrance to the site, visitors to the commercial spaces may enter a small 9-stall parking area at-grade, which is mostly tucked under the upper stories of the building but is not enclosed. For residents, an overhead door and ramp lead to an underground parking area with 18 automobile stalls and 14 bicycle stalls. An additional 5 bicycle stalls are located in the southwest corner of the building adjacent to a secondary residential entrance, presumably for short-term use by visitors or commercial customers. No moped parking is proposed.

Importantly, the applicant is working toward a potential shared parking arrangement with the owner of the adjacent Mallatt's Pharmacy, such that during the hours the pharmacy is closed, the 20-stall surface lot behind the pharmacy could be utilized for commercial uses in the proposed building.

***Open Space and Stormwater Management-*** While there is no usable open space at grade, a 725 square foot rooftop terrace is proposed for use by all residents, a 500 square foot second floor terrace is proposed for use by residents of the adjoining units, and ten of the units have private balconies approximately 50-60 square feet in size, which are inset into the building. While the building and paved areas cover most of the property, a 1,600 square foot green roof area surrounding the rooftop terrace will slow stormwater runoff from the site, which is currently completely impervious.

***Entries and Openings-*** The main entrance to the ground floor commercial space is at the corner of Monroe Street and Glenway Street, with three additional commercial entrances along Monroe Street.

The main entrance to the residential portion of the building is oriented toward Glenway Street to the east, and leads to a small vestibule with the elevator and a stairway. A secondary residential entrance is proposed on the west side of the building near Monroe Street, leading to a stairway. Many residents may also enter the building from the underground automobile and bicycle parking area. The ground floor facing Monroe Street has a high proportion of storefront windows, and the smaller upper level windows maintain the same rhythm.

***Exterior Materials-*** As proposed in its most recent version submitted for the July 20 UDC meeting, the building exterior is a mix of cream-colored brick and fiber cement siding, with a prairie stone base. Accent materials include precast stone window sills, timber trellising, and a rounded metal-clad corner element.

***Landscaping-*** The recently submitted detailed landscape plan includes one shrub in the rear vehicle access area, with a narrow line of perennial plantings at the base of the fence shared with the single-family home to the west. Four small trees are shown between the new sidewalk and Wyota Street, which will provide some screening between the parking and access area and the homes across the street to the north. Additional landscaping includes ornamental grasses and other low perennials in the public terrace along Monroe and Glenway Streets, structures planters on shared balcony spaces, and a 1,700 square foot green rooftop.

### **Related Approvals**

This proposal has been reviewed by the Urban Design Commission for consistency with the standards and guidelines for a Planned Unit Development. On June 22, 2011, the UDC granted ***initial approval*** for the proposal with suggestions to increase the proportion of brick on the building, consider scaling down the height of the parapet, consider alternatives to the fiber cement proposed, and differential treatment of a potential restaurant area on the ground floor facade (see attached report for detail):

The applicant has requested ***final approval*** for the design at the July 20 UDC meeting. Results from that meeting will be provided, and a draft report will be included at the back of the Plan Commission packet if available.

### **Public Input**

Prior to submitting application materials, the applicant held two neighborhood meetings at Edgewood College on March 17 and May 12, 2011, both of which were attended by over 100 people. At the first meeting, many attendees expressed concerns about the first iteration of the proposal, which was a four-story mixed-use building with 23 residential units. While some attendees were comfortable with a four-story building at this location, many felt that the proposal was “one size too big”, especially considering its proximity to single-family homes on Lewis Court, Wyota Avenue, and Glenway Street.

Area residents also discussed concerns regarding traffic safety, parking, and loading. Since the proposal utilizes access from Wyota Avenue, which is only 100 feet from the Monroe Street / Glenway Street intersection, some were concerned that the increased turning movements to and from Wyota Avenue might increase the likelihood of traffic accidents at this location. Some were concerned that the parking proposed may not fulfill the demand of the 23 units and the commercial space in the initial proposal, noting that there was already on-street parking pressure in the area due to weekday commuters parking to take the bus toward downtown. Concerns were also raised about the necessary loading for restaurant and other commercial users, and some noted that large trucks were inappropriate along the narrow Wyota Avenue. Finally, some attendees shared concerns about stormwater management and the viability of existing trees in the rear yard of the adjacent single-family home at 801 Lewis Court.

At the May 12 meeting, the applicant presented revisions which responded many concerns raised in March, and the feedback was much more positive. The biggest change was the elimination of residential units on the fourth floor, which essentially resulted in a three-story building. With a total of 18 proposed units, the underground parking area now provides one automobile stall per unit. The underground parking area had been redesigned so that excavation would minimize disturbance of the root systems of trees on the adjacent lot. Also, Traffic Engineering staff had determined that within the existing pavement width, an additional traffic lane could be painted along the short span of Glenway Street between Monroe Street and Wyota Avenue to allow those heading north on Glenway to pass those turning left onto Wyota. Several attendees shared broader concerns about traffic safety in the general area. Finally, area residents showed great interest in the types of commercial tenants the building might have, and many would support a restaurant.

Over the course of two meetings of the Urban Design Commission held since the neighborhood meetings, the palette of exterior materials has been simplified slightly to include only one brick color, and the proportion of brick over fiber cement has increased slightly. The applicant has sent electronic copies of revised elevations to the Neighborhood Association throughout the process.

Staff has included a set of written comments received from a neighborhood resident on July 20. She suggests that developer include a kitchen for a restaurant tenant, expresses concerns about the number of apartments related to the parking stalls provided, the snow-plowing and narrow width of Wyota Avenue, and potential traffic flow out of the site toward Lewis Court to the west. While recognizing that the neighborhood and developer are interested in including a restaurant among the commercial tenants, staff does not believe it is necessary to require the developer to produce floor plans showing a commercial kitchen for a restaurant tenant at this time. As mentioned in the evaluation of the project, staff believes that the number of apartments and parking stalls is acceptable. The width of Wyota Avenue will not change with the proposal, and staff does not believe that the applicant should be required to address snow-plowing issues along Wyota Avenue. In response to concerns about traffic heading west on Wyota, staff recommends that a "no left turn" sign be placed at the exit of the property to require (or at least encourage) all traffic to utilize Glenway Street, rather than Lewis Court.

## **Evaluation**

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### **Land Use**

**Demolition-** The Madison Trust for Historic Preservation and the Landmarks Commission are opposed to the proposed demolition, as the existing building is an important example of historical gas station design (see attached letter dated March 11, 2011 and attached memo dated March 15, 2011 for more detail). The Historic Preservation Planner has noted that the building would likely have been eligible for designation as a local landmark, but that it is not currently a landmark building, nor does it lie within an historic district.

Staff recognizes the importance of this building and business to the neighborhood, and many area residents are saddened to see that it is proposed for demolition. However, opposition to the demolition was not expressed at the two neighborhood meetings, as most attendees understood that the long time owners were no longer interested in or able to operate the business. Relocation has not been pursued by the applicant, but staff recognizes the difficulty in finding an appropriate and available site nearby for a repurposed one-story gas station building.

On balance, staff believes that the proposed demolition meets the standards for approval. The existing building is in good condition and could indeed be repurposed as a small commercial building. However, in its current location, it does not present an urban form consistent with adopted plans for this particular

corner. The proposed building is a much more efficient use of the property in the long term, and results in a strong urban corner within this important stretch of the Monroe Street Corridor.

**Commercial Uses-** In the proposed zoning text, the applicant lists permitted uses identical to those permitted in the Neighborhood Mixed-Use District of the new zoning code. These include a wide variety of retail, service, office businesses, and restaurants, which staff believes is appropriate and consistent with this part of Monroe Street. The applicant and many area residents have mentioned a preference for a restaurant or coffee shop use at this location, which would certainly be permitted within the zoning text. Certain types of uses, including many restaurants, may cause a greater parking demand than other commercial uses, especially during evening hours. As has been mentioned, the applicant is working with the owner of the adjacent Mallatt's Pharmacy toward a potential shared parking arrangement during the evening, which would greatly assist with issues related to the increased parking demand.

**Residential Uses-** The building is dominated by small one-bedroom units, which may be suitable for young professionals, but may not support a variety of household types at this location. However, it certainly does provide for more variety in the area, in contrast to the single-family homes to the north. Staff believes that since the building is relatively small, such a high proportion of one-bedroom units is acceptable. However, staff would support the combination of a few one-bedroom units into more two-bedroom units to broaden the appeal to other household types.

**Consistency with Adopted Plans-** The proposal is generally consistent with the Comprehensive Plan (2006) recommendation for Neighborhood Mixed-Use along this block. On balance, staff believes that the proposal presents an excellent interpretation of the more detailed recommendations in the Monroe Street Commercial District Plan (2007). That plan includes these properties within "Block 39" of the "Monroe-Glenway Node", identified for medium-term redevelopment with mixed-use buildings built up to the sidewalk at 2-4 stories in height. As noted during the neighborhood meetings, the Plan mentions that the lower end of the height range is generally more appropriate (see attached Plan excerpt).

Consistent with plan recommendations, the Monroe Street facade includes main entrances and storefront windows, and the proposed service and parking area is accessed from Wyota Avenue to the rear. The Plan recommends that since it faces residential properties, the back of the building should be a high quality material such as brick, rather than concrete block, and have window openings. As proposed, the back of the building is brick on the first floor, with fiber cement siding on upper levels, as well as window and small balconies associated with the residential units. While the rear of the building does include an overhead door and openings to the surface parking area tucked under the building (typically "back of house" elements), staff believes that the openings in the two upper levels greatly strengthen the relationship between the building and the homes across Wyota Avenue to the north.

The Plan recommends a landscape buffer between this property and the adjacent single family home facing Lewis Court. A narrow landscaped strip has been proposed on the property, and perhaps even more importantly, the orientation of the underground parking area should minimize any disturbance of the existing trees on the residential property, which provide an effective buffer. As a condition of approval, the applicant should agree to build and maintain a new solid six foot fence between the two properties, should the existing fence be removed.

The General Development Standards in Section J of the Monroe Street Commercial District Plan note that four-story buildings would generally be out of character with the traditional street and residential neighborhoods. However, in order to gain support, buildings higher than three stories would require consideration of contextual impacts, proximity to other building forms, setbacks, stepbacks, and effective prior consultation with neighborhoods. In this particular case, staff believes that the four-story proposal is appropriate, especially since this is functionally a three story building with a 400 square foot fourth floor, used only as access to the rooftop terrace.

### **Site and Building Design**

**Building Bulk and Placement-** The three-story mass of the building is well-placed on the site, holding the corner of Monroe and Glenway Streets, and providing sufficient distance from the adjacent single family home to the northwest. Staff believes that the small fourth story, which provides for access to the rooftop terrace, will hardly be noticed from the street. The mass of the building is effectively broken up through the varied height of the exterior brick, which is used on all three stories on the majority of the building, but on one and two stories on elements of the building furthest from the corner.

**Parking and Loading-** Staff believes that the underground parking area will adequately serve the residential units, as automobile stalls are provided at a ratio of one stall per residential unit. The area is well-served by transit and bicycle routes, and it is likely that some tenants may not have cars. Long term bicycle parking is provided at just under one stall per unit, and when including at-grade stalls, total bicycle parking for the site is nearly one stall per bedroom.

Staff supports the proposal without a designated area for moped parking, but should there be a demand for moped parking from residential tenants, it should be provided as an alternative to an automobile parking stall. No moped parking should be permitted outside of the building.

The nine at-grade automobile parking spaces proposed for the commercial spaces will not likely be adequate to serve the commercial uses, especially if a restaurant is among them. However, on-street parking is available on Monroe and Glenway Streets, and similar to portions of Monroe Street further to the east, the commercial spaces will be within easy walking or bicycling distance from many potential customers. Finally, the possibility of shared parking with Mallatt's Pharmacy during evening hours would reduce parking pressure on the neighborhood streets, if a restaurant or other business with evening hours opens in one of the commercial spaces. The single loading zone shown in the parking lot will accommodate small trucks, which should suffice for most commercial needs. Staff recommends that tenant leases include a limitation on truck size.

**Open Space and Stormwater Management-** While there is no usable open space provided at grade, the rooftop terrace overlooking the arboretum is a high-quality structured open space available to all residential tenants. The rear second floor terrace facing Wyota Street to the north and private balconies for over half of the units provide additional open space for many units. Staff believes that the open space provided is very well designed, and that the rooftop terrace will be a unique asset to the building over time.

While there is little meaningful opportunity for stormwater infiltration on the site, the 1,600 square foot green roof will absorb light rainfall and reduce the stormwater runoff from the site, which is currently completely impervious. The proposal will need to address all stormwater management regulations for infill development, as noted in the recommended conditions from City Engineering.

**Building Exterior-** Throughout the review process, the applicant responded to encouragement from staff and the UDC to increase the amount of brick on the structure and to reduce the overall variety in materials from the draft design presented at neighborhood meetings. Staff believes that the result, while nearly identical to the initial design, is an improvement. The building is large enough that the massing can be effectively broken up through changes in plane, residential balconies, and variety in materials, but is not of sufficient size to warrant two or more colors of brick, which creates a faux effect of multiple buildings on one relatively small site. Further, while this is a very small detail, the lighter color of fiber cement recently chosen for the upper levels is more appropriate, and the metal treatment of the corner element is a unique way to help frame this corner.

**Landscaping-** Staff believes that the landscaping proposed is adequate for the site, noting that the applicant will need to work with Engineering and City Forestry to implement landscaping within the public right-of-way. Final plans submitted for staff review and approval should include more detail on the specifications, planting mix, and maintenance plan for the green roof element.

**Comparison with the New Zoning Code** - Although this is a proposal for Planned Unit Development Zoning and need not adhere to specific site and bulk standards, it was useful to draw comparisons between the proposal and the new zoning text adopted on March 29, 2001 by the Common Council, which will become effective once the Zoning Map is reviewed and adopted. The following table provides a quick comparison between the proposal and the adopted standards for the Traditional Shopping Street (NMX) District, which is a likely zoning district to be applied to this portion of the Monroe Street corridor.

Applicable Standards	Proposed Building	TSS District
Front yard setback	1'-2'	0' (Varies within the district, but at this location, 0' is most likely)
Side yard setback	5'6" left side (Mallatts) 1' right side (Glenway Street)	6' minimum where windows are present, otherwise 0'
Rear yard setback	50' (main plane of the building) 15' (nearest point of the ramp to the underground parking area)	27' minimum (20% of lot depth or 20')
Maximum lot coverage	8,925 sq. ft. (building) +2,525 sq. ft. (paved area) <u>- 1,600 sq. ft. (green roof)</u> 9,850 / 12,098 = <b>81%</b>	85% maximum
Maximum height	4 stories / 51'6" (elevator over-run for rooftop access) 3 stories / 40' (third floor parapet)	3 stories / 40' (can exceed with conditional use)
Usable open space	725 sq. ft. (rooftop terrace) + 500 sq. ft. (rear terrace) <u>+ 550 sq. ft. (private balconies)</u> 1,775 sq. ft.	None required
Maximum building size	19,624 square feet	25,000 sq. ft. for mixed use building (can exceed with conditional use)

Although it would require conditional use approval to exceed three stories, the proposal very closely matches the requirements for the TSS District on this irregularly shaped property. The proposal is six inches closer to the western property line than what would be allowed under the new zoning code, and the portion of the building adjacent to Wyota Avenue encroaches into the required rear yard. However, the main plane of the building provides nearly twice the rear yard that would be required, providing sufficient space between the building and the adjacent single-family home facing Lewis Court. The 1,600 square foot green roof area proposed sufficiently negates the fact that the proposal would otherwise exceed the 85% maximum lot coverage, and the structured usable open space provided is of very high quality.

### **Criteria for Approval of Planned Unit Development Zoning**

As outlined below, staff believes that the criteria for Planned Unit Development zoning can be met following small changes to reflect recommended conditions of approval.

#### **MGO Section 28.07(6)(f) - PUD Criteria for Approval**

**a) Character and Intensity of Land Use-** The three-story massing of the mixed-use building is more intensive than existing adjacent commercial properties, as well as the predominantly single-family neighborhood to the rear. Access to the building from Wyota Avenue will present a new dynamic to the area. However, the design of the building and access to the site is consistent with the recommendations in the Monroe Street Commercial District Plan.

The placement of the building on the property and the reduction of the proposed height to three functional stories is respectful of surrounding uses and buildings. On the whole, the proposal sets a positive precedent for future redevelopment of this portion of Monroe Street.

**b) Economic Impact-** The proposed development will significantly increase the property value with a well-designed, durable mixed-use building. The development will likely have a positive economic impact on this neighborhood through the addition of 18 new households and new commercial businesses on a small site, within easy walking and biking distance from the single-family neighborhood to the north.

**c) Preservation and Maintenance of Open Space-** The proposal essentially replaces a fully-paved property with a new building, resulting in a slight net decrease in impervious surface on the site. High quality structured usable open spaces for tenants are provided through a mix of private balconies and the rooftop terrace overlooking the UW Arboretum to the southeast.

**d) Implementation Schedule-** Since this is a proposed PUD-SIP for one project, rather than one of multiple phases, this standard is less applicable.

### **Conclusion**

Staff believes that despite the historical attributes of the existing Parman's service station building, the standards for demolition approval can be met, and with the recommended conditions of approval, the proposal can meet the high standards for rezoning requests and Planned Unit Developments. The proposal takes advantage of an infill opportunity to incorporate a mixed use building, which will provide neighborhood serving commercial uses and increase the variety of housing options in this area, which is currently dominated by single-family homes.

The proposal is consistent with the Monroe Street Commercial District Plan, and is generally supported by the Dudgeon Monroe Neighborhood Association and District 10 Alder. As a neighborhood icon, care should be taken to memorialize the existing building proposed for demolition, but its replacement with a mixed-use building well oriented to the corner is a positive redevelopment on this block of Monroe Street, setting the tone for further redevelopment of the block in the future.

The Planning Division recommends that the Plan Commission find that standards for demolition approval, rezoning, and Planned Unit Developments can be met, and forward this request to the August 2 meeting of the Common Council with a recommendation for **approval**.

## **Recommendations and Proposed Conditions of Approval**

**Major/Non-Standard Conditions are shaded**

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### **Planning Division Recommendation**

The Planning Division recommends that the Plan Commission find that standards for demolition approval and rezoning to PUD-SIP (Planned Unit Development-Specific Implementation Plan) can be met, and forward this request to the August 2 meeting of the Common Council with a recommendation for **approval**.

### **Planning Division** (Contact Heather Stouder, 266-5974)

1. Final plans submitted for staff review and approval shall address any conditions of approval recommended by the Urban Design Commission on July 20, 2011.
2. Prior to acquiring a demolition permit, the applicant shall provide proof of financing for the implementation of the project as proposed in the form of a letter of commitment from a lender and a construction cost estimate for review and approval by the Director of the Department of Planning and Community and Economic Development.
3. A revised zoning text shall be submitted for staff review and approval which include the following:
  - a) A limitation on the size of trucks utilizing the loading space behind the building.
  - b) A prohibition of outdoor moped parking, and a note indicating where moped parking will be provided in the underground parking area, if there is a demand for it from residential tenants.These policies shall be reflected in commercial and residential leases, accordingly.
4. Revised plans submitted for staff review and approval shall include a note stating that if the existing fence is removed, a new six-foot solid fence will be built between the parking area and the adjacent residential property to the northwest.
5. Revised plans submitted for staff review and approval shall include an indication of the intended path from the loading zone to the commercial portion of the building.
6. Revised plans submitted for staff review and approval shall include details and specifications for the green roof elements proposed on the third floor rooftop.
7. Final plans submitted for review and approval by staff may include a greater proportion of two-bedroom units.
8. Final plans submitted for review and approval shall include a "no left turn" sign at the exit to discourage traffic from heading west on Wyota Avenue toward Lewis Court.

### **Zoning Administrator** (Contact Matt Tucker, 266-4569)

9. Provide a reuse/recycling plan, to be reviewed and approved by the City's Recycling Corrdinator, Mr. George Dreckmann, prior to a demolition permit being issued.
10. MGO Sec. 28.12(12)(e) requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please not, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
11. Meet all applicable State accessibility requirements, including but not limited to:

- a) Provide a minimum of one parking garage striped per State requirements. A minimum of one of the stalls shall be a van accessible stall 8' wide with an 8' striped out area adjacent.
  - b) Show signage at the head of the stalls.
  - c) Show the accessible path from the stalls to the building and/or elevator.
12. Provide 18 bike parking stalls for the residential component and 2 bike stalls for the commercial component in a safe and convenient location on an impervious surface to be shown on the final plan. The bike racks shall be securely anchored to the ground or building to prevent the racks from moving. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area.
13. Obtain approval for landscape elements to be placed in the right of way from City Forestry and City Real Estate for landscaping/improvements in the right of way. No landscape elements shall be maintained between the heights of 30 inches and 10 feet above the curb level within the 25' vision triangle of a street corner.
14. The zoning text shall be modified to allow C1 provisions for signage in the commercial tenant space.

**City Engineering Division** (Contact Janet Dailey, 261-9688)

15. Proposed storm inlet appears to be inside the building within the underground parking. This may not meet the Plumbing Code. Review and revise design accordingly.
16. The applicant shall connect to 8" sewer on Wyota Avenue.
17. The proposed apartments shall have a base address of 728 Glenway Street per MGO.
18. Submit a PDF of each floor plan to Engineering Mapping Lori Zenchenko (Lzenchenko@cityofmadison.com) so that a preliminary interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
19. In the event that the City of Madison encounters soil or groundwater contamination associated with BRRS #03-13-152094 while doing adjacent utility or street work, the responsible party will reimburse the City for the additional disposal costs.
20. The applicant shall install curb and gutter adjacent to the proposed development on Wyota Avenue. The applicant shall also install 5 ft wide public sidewalk along Wyota Avenue from Glenway to the west limits of the proposed drive.
21. The applicant shall confirm the new lane / pavement marking on Glenway Street with City Engineering and City Traffic Engineering. Any revisions to Glenway Street shall not impact the existing bike lanes. Depending on the configuration, reconstruction and potential right of way dedication on Glenway Street at this location may be required.
22. Any non-standard improvements in the right of way may require either a maintenance agreement or encroachment agreement. Review final landscape plan with Engineering staff to determine if either of these agreements will be required.
23. The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City/Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the

agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project (MGO 16.23(9)c).

24. The applicant shall close all abandoned driveways on Monroe Street and Glenway Street by replacing the curb in front of the driveways and restoring the terrace with a 5' concrete sidewalk (POLICY).
25. The approval of this PUD does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer. The curb location, grades, tree locations, tree species, lighting modifications and other items required to facilitate the development or restore the right of way shall be reviewed by the City Engineer, City Traffic Engineer, and City Forester (MGO 16.23(9)(d)(6)).
26. The applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development (POLICY).
27. The applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction (POLICY).
28. The applicant shall provide the City Engineer with the proposed soil retention system to accommodate the restoration. The soil retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system (POLICY).
29. All work in the public right-of-way shall be performed by a City licensed contractor (MGO 16.23(9)(c)5) and MGO 23.01).
30. All street tree locations and tree species within the right of way shall be reviewed and approved by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl, of the City Parks Department - [dkahl@cityofmadison.com](mailto:dkahl@cityofmadison.com) or 266-4816. Approval and permitting of any tree removal or replacement shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan (POLICY).
31. All damage to the pavement on Monroe Street, Glenway Street, Wyota Avenue, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link:  
<http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY).
32. The applicant shall show storm water "overflow" paths that will safely route runoff when the storm sewer is at capacity (POLICY).
33. The applicant shall demonstrate compliance with MGO Section 37.07 and 37.08 regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
34. For Commercial sites <1 acre in disturbance the City of Madison is an approved agent of the Department of Commerce and WDNR. As this project is on a site with disturbance area less than one (1) acre, and contains a commercial building, the City of Madison is authorized to review

infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required (NOTIFICATION).

35. Prior to approval, this project shall comply with MGO Chapter 37 regarding stormwater management. Specifically, this development is required to:
- a) Control 40% TSS (20 micron particle) off of new paved surfaces
  - b) Provide oil & grease control from the first 1/2" of runoff from parking areas

Stormwater management plans shall be submitted and approved by City Engineering prior to signoff.

36. The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain only the following data, each on a separate layer name/level number:

- a) Building Footprints
- b) Internal Walkway Areas
- c) Internal Site Parking Areas
- d) Other Misc. Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
- e) Right-of-Way lines (public and private)
- f) All Underlying Lot lines or parcel lines if unplatted
- g) Lot numbers or the words "unplatted"
- h) Lot/Plat dimensions
- i) Street names

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred [addressing@cityofmadison.com](mailto:addressing@cityofmadison.com). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file (POLICY and MGO 37.09(2) & 37.05(4)).

37. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, and shall have a scale bar on the plan set (POLICY and MGO 37.09(2)). PDF submittals shall contain the following information:

- a) Building footprints.
- b) Internal walkway areas.
- c) Internal site parking areas.
- d) Lot lines and right-of-way lines.
- e) Street names.
- f) Stormwater Management Facilities.
- g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).

38. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including:

- a) SLAMM DAT files.
- b) RECARGA files.
- c) TR-55/HYDROCAD/Etc...
- d) Sediment loading calculations

If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided (POLICY and MGO 37.09(2)).

39. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction (MGO 37.05(7)). This permit application is available on line at: <http://www.cityofmadison.com/engineering/permits.cfm>.
40. Prior to approval of the PUD application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner (POLICY). This permit application is available on line at: <http://www.cityofmadison.com/engineering/permits.cfm>.
41. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff (MGO 16.23(9)(d)(4)).
42. City of Madison Environmental Projects Staff have reviewed the subject site and determined that a Phase I ESA will be required of the applicant. The applicant shall provide one (1) digital and two (2) hard copies of an ASTM Phase I ESA prepared by an environmental professional. Staff review of this Phase I ESA will determine if a further investigative Phase II ESA is also required. Please submit any relevant Phase I and Phase II ESAs to Brynn Bemis (608-267-1986, [bbemis@cityofmadison.com](mailto:bbemis@cityofmadison.com)) for further review (MGO 16.23(5)(g)(2)).

**Traffic Engineering Division** (Contact Bryan Walker, 267-8754)

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| <ol style="list-style-type: none"><li>43. The applicant shall post a deposit for signing and marking changes to Glenway St to provide two lanes northbound between Wyota and Monroe Sts. Additional signage may be required around the site as a result of this development.</li><li>44. The applicant shall provide a new, wider and enhanced ped-bike crossing of Monroe St, on the western leg, to connect the existing bike path to the development. Plans to be reviewed and approved by the Traffic Engineer.</li></ol> |
|---|
45. The sidewalk on Wyota Avenue shall be widened to a minimum of five feet (5') to meet the suggested standards for ADA accessibility.
  46. When the applicant submits final plans of one contiguous plan for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, showing all easements, all pavement markings, building placement, and stalls, adjacent driveway approaches to lots on either side and across the street, signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
  47. The applicant shall design the surface or underground parking areas for stalls and backing up according to Figures II of the ordinance using the 9' or wider stall for the commercial/retail area. The "One Size Fits All" stall shall be used for the residential parking area only, which is a stall 8'-9" in width by 17'-0" in length with a 23'-0" backup. Aisles, ramps, columns, offices or work areas are to be excluded from these rectangular areas, when designing underground parking areas.

48. The Developer shall post a deposit and reimburse the City for all costs associated with any modifications to Traffic Signals, Street Lighting, Signing and Pavement Marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
49. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Water Utility** (Contact Dennis Cawley, 261-9243)

50. The Madison Water Utility shall be notified to remove the water meter prior to demolition.
51. This property is not in a Wellhead Protection District. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Fire Department** (Contact Bill Sullivan, 266-4420)

52. The Fire Department does not object to this proposal provided the project meets all applicable fire codes and ordinances.

**Parks Divison** (Contact Kay Rutledge, 266-4714)

53. This development is within the Vilas-Brittingham park impact fee district (S127). The developer shall pay \$39,020.94 in park dedication and development fees for the 18-unit apartment building.

Fees in lieu of dedication = (18 mf @ \$1554) =	\$27,972.00
Park development fees = (18 mf @ \$613.83) =	\$11,048.94
<b>Total Fees =</b>	<b>\$39,020.94</b>

54. The development must select a method for payment of park fees before signoff.
55. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

**Real Estate** (Contact Jeff Ekola, 267-8719)

56. The 15' building setback restriction created by and shown in the Wingra Hill plat (1914) still exists, and is depicted in the proposed site plan and certified survey map for 3502 Monroe Street. The developer's site plan indicates the proposed building would extend out to the street fronting property lines for Lots 6, 7 and 8. At this time, it is still unclear what requirements must be met and who has authority to legally release/remove the 15' building setback from Lots 6, 7 and 8. Prior to final signoff on the PUD and the associated Certified Survey Map, this question must be settled and the release(s) must be provided to City Real Estate in recordable form.

**Metro Transit** (Contact Tim Sobota, 261-4289)

This agency did not submit comments for this request.